

KANE COUNTY HUMAN RESOURCES SPECIAL SERVICE DISTRICT
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KANE COUNTY HOSPITAL
REGULAR BOARD MEETING

Date: October 4, 2016

Place: KANE COUNTY HOSPITAL BOARD CONFERENCE ROOM
355 NORTH MAIN STREET
KANAB, UTAH 84741

TIME: 7:00 p.m.

Members present

Chad Szymanski, Chairperson; Ben Beckstead, Vice-Chairperson; Karen Alvey, Secretary; Carol Sullivan, Jeff Mosdell, and Derrill Adair

Ex-Officio Member

Administrator Sherrie Pandya

Staff Present

Stephen Howells, CFO; Charlene Kelly, Nursing Department; Laurali Noteman, Human Resources; Jim Matson, County Commissioner; and D'Asia Hardy, H.I.M Clerk

Guest Present

Ms. Gordon

Meeting called to order by Chairperson Chad Szymanski at 7:00 p.m. at Kane County Hospital Conference Room 355 North Main Kanab, Utah 84741

Mr. Szymanski welcomed everyone.

Ms. Sullivan moved to approve the minutes as corrected for the regular board meeting on September 6, 2016 with a second by Mr. Beckstead. All in favor-motion carried.

County Commission Business

Mr. Matson reported that as a result of the extra attention from the state auditor's office they are looking at special service districts in our county. He stated that the special service district are supposed to deal with their procurement policy in a formal way, board member training, and are also required to submit audit report by May 15th.

Auxiliary Business

Ms. Noteman reported the Auxiliary brought in \$20,262.35 for the month of August. They had 2,454 customers during that month and each customer spent an average of \$8.25. Ms. Noteman also reported that the volunteers are very happy with their new parking lot.

Medical Staff Report

None

Nursing Department Report

Ms. Kelly reported that things are going good with orientation and by the end of the month all three of the new nurses will be ready to work the floor. Telehealth roll out is going well. The Crisis and Newborn Telehealth programs are up and running. On the 6th stroke will go live.

Ms. Kelly stated that September has been busier than August. There were only two patients in the emergency room for more than five hours in the month of September.

Ms. Kelly also reported that the nurses are now doing really well with bedside report. She also stated that she will be doing a Carmel apple bar to reward them.

Human Resources and Public Relations Report

Ms. Noteman reported that she made an announcement for the IHC Telehealth will be in the paper. Ms. Noteman also stated that it will be posted on Facebook and the hospital website.

Ms. Noteman reported that Justyne Moore and Tom Forsythe's art work is being displayed this month. It will be up until October 25th.

Ms. Noteman stated that the website is now up. She reported that she still has not received a few short biographies from a few board members and employees.

Ms. Noteman announced that September 12th was the initial implementation for Ceridian. Ms. Noteman also reported that there will be training for Ceridian on October 6th.

Ms. Noteman reported that they hired a new RN and today was her first day. She also reported that the Flu vaccines came in today. She announced that Flu shots will also be available at the health fair on the 8th.

Finance Report

Mr. Howells reported that he did not make any changes to the budget statistics in regards to Dr. Hollingshead's employment. He felt that because Dr. Hollingshead will not be here until around August that it was not something that needed to be added. Mr. Howells also stated that the A/R days are at 58 days.

Committee Reports

Planning Committee: Mr. Adair reported that planning committee went over the documents for the Master Plan. He stated that right now they are planning to have the documents go out as advertisement by the 25th of October. He stated that they should start receiving responses from people around November 6th they will then have until December 13th to submit their proposals. It has been discussed by the committee that these documents will be advertised in the Spectrum, Tribune, Phoenix Newspaper, Desert News and Las Vegas Newspaper. Once the proposals are in the committee will review the proposals and score them. Once scored they will get a short list of people and those people will move on to the interviewing process. Mr. Adair stated that once the interviewing process is completed and they have made a decision they will send out a contract. Mr. Adair stated that all departments in the hospital should be able to have a chance to give their input. Discussion followed going more in-depth on what will all be included in these steps.

Administration Recommendations and Report

Action Items

Ms. Pandya announced that EMS conference is coming up and will be held on November 3rd- 5th. Ms. Pandya announced that Mr. Willoughby will be determining who is eligible to go. There will be approximately 25 to 30 EMTs attending the EMS conference. There is a small grant available but it will cost an additional \$25,000 to cover the costs.

Ms. Alvey moved to approve the funding for the eligible EMTs to go the EMS conference with a second by Mr. Beckstead. All in favor-motion carried.

Ms. Pandya reported that at the last board meeting the board decided to just make amendments to the drug policy that is currently in place instead of doing random drug testing. Ms. Pandya reported that Ms. Noteman and Mr. Petersen made some additions to the drug policy to cover post incident and drug discrepancy testing.

Ms. Alvey moved to approve the updated drug policy with a second by Mr. Beckstead. All in favor-motion carried.

Ms. Pandya stated that Revere Health still has concerns over signing all of the expenses over to the three doctors instead of the two doctors. As long as the hospital is in the mix they cannot split the expenses three ways and can only do the incremental part of it. They would like the board members to back out of the salary guarantee and just do a recruitment bonus so that they can do the salary and split the expenses. The board discussed either doing the recruitment bonus or a salary guarantee.

Ms. Alvey moved to approve that Ms. Pandya can offer either options, the recruitment bonus or a salary guarantee, with some latitude to negotiate, with a second by Mr. Adair. All in favor-motion carried.

Discussion Items

Master Plan RFQP: Mr. Szymanski had a question regarding the master plan. He asked if the items on the imperative list were something that could be changed in the future if needed or if they had to keep it the same. Mr. Adair stated that if later on in the process something needs to be added it can be added.

FYI

Ms. Pandya reported that the hospital will be receiving the 2016 HealthInsight Quality Award Certificate of Recognition for the greatest overall improvement in patient perception of care next week.

Other

Ms. Pandya asked the board if they had any questions on the QA report that was sent out. The board stated that there was no questions.

Ms. Beckstead moved to adjourn the meeting at 7:58 p.m. at Kane County Hospital Conference Room 355 North Main Street Kanab, Utah 84741 with a second by Mr. Mosdell.

Mr. Chad Szymanski, Chairperson

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